

## TRUSTEE INFORMATION SHEET

Case Number: \_\_\_\_\_

Case Filing Date: \_\_\_\_\_

Debtor(s): \_\_\_\_\_  
\_\_\_\_\_

Phone #: \_\_\_\_\_

Attorney: \_\_\_\_\_

§341 Date: \_\_\_\_\_

**ALL QUESTIONS MUST BE ANSWERED AS OF THE FILING DATE OF YOUR BANKRUPTCY**

**(except as otherwise noted)**

**Answer all questions for both Debtors in a joint bankruptcy case.**

1. Cash on hand: \$ \_\_\_\_\_  
Undeposited checks: \$ \_\_\_\_\_

2. Bank account balances:

Bank: \_\_\_\_\_ \$ \_\_\_\_\_  
Bank: \_\_\_\_\_ \$ \_\_\_\_\_  
Bank: \_\_\_\_\_ \$ \_\_\_\_\_

3. Wages owed:

Total: \$ \_\_\_\_\_ Non-Exempt: \$ \_\_\_\_\_  
Total: \$ \_\_\_\_\_ Non-Exempt: \$ \_\_\_\_\_

Name, address, phone number of Debtor's employer:<sup>1</sup> \_\_\_\_\_  
\_\_\_\_\_

4. Vacation pay owed:

Total: \$ \_\_\_\_\_ Non-Exempt: \$ \_\_\_\_\_

5. A) Tax refunds owed to Debtor(s): Federal State  
Amount: \_\_\_\_\_  
Tax Year(s): \_\_\_\_\_  
Date Received: \_\_\_\_\_

B) Unfiled tax returns:

Years: \_\_\_\_\_

C) Does the Debtor anticipate receiving refunds from returns which have not yet been filed? \_\_\_\_\_

D) Does the Debtor have any net operating loss carryovers or similar favorable tax attributes? \_\_\_\_\_  
\_\_\_\_\_

6. Does the Debtor anticipate receiving any devise, bequest, inheritance, property settlement in a divorce case, proceeds from trust funds, or proceeds from life insurance policies within the next six months?<sup>2</sup> \_\_\_\_\_ (Circle applicable answers.) If so, list the source and value of the assets which the Debtor anticipates receiving. \_\_\_\_\_  
\_\_\_\_\_

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<sup>1</sup>Debtor must notify trustee of any change of employer, including new employer's name and address, until debtor receives discharge.

<sup>2</sup>Debtor must advise trustee if Debtor acquires or becomes entitled to receive any such assets within 180 days of the filing date.

**(OVER - Please complete reverse side of form)**

7. Does the Debtor own any partnership interests, stocks, bonds, warrants, options, debentures, negotiable instruments, promissory notes, annuities, or other securities, If so, list these securities, the number of shares, if applicable, and their approximate value: \_\_\_\_\_
8. Describe any antiques, heirlooms, art works, boats, trailers, sporting goods, camping equipment, recreational vehicles, stamps, coins, or other collectibles: \_\_\_\_\_
9. Does the Debtor own any firearms? \_\_\_\_\_ Types: \_\_\_\_\_
10. Does the Debtor own any season tickets (or rights)? \_\_\_\_\_ Describe: \_\_\_\_\_
11. Did the Debtor pay any unsecured creditor more than \$600 within the 90 days before the case filing date? \_\_\_\_\_ List creditors and amounts: \_\_\_\_\_
12. Did the Debtor pay, give money, or transfer any real or personal property of any kind to or for the benefit of any friend or family member within the year immediately before the case filing date? \_\_\_\_\_ Describe: \_\_\_\_\_
13. List the make, model, mileage and general condition of all motor vehicles which the Debtor owns, leases or uses: \_\_\_\_\_
- When did you buy car/vehicle #1? \_\_\_\_\_ When did you take possession? \_\_\_\_\_  
When did you buy car/vehicle #2? \_\_\_\_\_ When did you take possession? \_\_\_\_\_
14. List the names, addresses and money paid to any persons (including non-attorneys) who assisted the Debtor in preparing the bankruptcy case: \_\_\_\_\_
15. Is the Debtor's house(s) and car(s) currently insured by comprehensive insurance covering loss and liability? Give policy expiration dates. House(s): \_\_\_\_\_ Car(s): \_\_\_\_\_
16. Does the Debtor have any Domestic Support Obligations, including child support and alimony/maintenance (either past due, current and ongoing, and/or anticipated), as defined in 11 U.S.C. §101(14A), to a spouse, former spouse, child or such child's parent, legal guardian or responsible? \_\_\_\_\_ If yes, provide information about the claimholder below:
- Name of holder of domestic support claim: \_\_\_\_\_  
Mailing address of claimholder:<sup>3</sup> \_\_\_\_\_  
Telephone number(s) of claimholder: \_\_\_\_\_  
Amount of claim: Past due amount: \$ \_\_\_\_\_ Monthly payment: \$ \_\_\_\_\_
17. Has the Debtor moved since the petition date? \_\_\_\_\_ If yes, provide the current mailing address below and file change of address with Court, if not already filed.<sup>4</sup> \_\_\_\_\_

I declare under penalty of perjury that the answers to the foregoing questions and the statements contained herein are true, complete and correct to the best of my knowledge, information and belief.

First Debtor: \_\_\_\_\_ Second Debtor: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

<sup>3</sup>If Debtor does not know the address of claimholder, Debtor should disclose state in which court order for support entered, and last known state of residence of claimholder.

<sup>4</sup>Debtor has an ongoing duty to file any change of Debtor's address with the Court until Debtor receives discharge.